

HEALTH OCCUPATIONS CERTIFIED NURSES AIDE

RELATED ACADEMIC SKILLS: WHAT THE VOCATIONAL INSTRUCTION SHOULD REINFORCE

OCCUPATIONAL COMPETENCIES

1. Communicate effectively with resident,	Language Arts	Adapts/diction/audience/purpose/situation
2. Use effectively the intercom and telephone.	Language Arts	Adapts/diction/audience/purpose/situation
3. Assist licensed nurse with unit admitting procedures.	Language Arts	Comprehends/information oral/written
4. Assist licensed nurse with unit discharge procedures.	Language Arts	Comprehends/information oral/written
5. Record personal property inventory.	Language Arts	Collects/organizes/information oral/ written/classifications
6. Assist licensed nurse with unit transfer procedures.	Language Arts	Comprehends/information oral/written
7. Record procedures accurately.	Language Arts	Collects/organizes/information oral/written
8. Demonstrate responsibility concerning resident/ patient's rights.	Language Arts	Comprehends/information/written/ rationale
9. Practice confidentiality.	Language Arts	Comprehends/information/written/ rationale
10. Apply ethical practices.	Language Arts	Comprehends/information/written/ rationale
11. Follow institutional policies.	Language Arts	Comprehends/information oral/ written/ rationale
12. Use correct hand-washing techniques.	Science	Applies/uses/laboratory techniques/safety
13. Follow proper infection control techniques.	Science	Applies/uses/laboratory techniques/safety
14. Position resident/patient's call signal within reach.		
15. Use correct body mechanics.	Science	Applies/uses/laboratory techniques
16. Maintain a clean, safe environment.	Science	Applies/uses/laboratory techniques

17. Restrain effectively or safely a resident/patient.	Science	Applies/uses/laboratory techniques
18. Make unoccupied bed.		
19. Make occupied bed.		
20. Follow emergency procedures for fire and other disasters.	Language Arts	Comprehends/information-written/purpose
21. Assist resident/patient with adaptive appliances.	Science	Applies/uses/laboratory instruments- techniques
22. Assist resident/patient in dressing and undressing.	Science	Applies/uses/laboratory instruments-techniques
23. Assist resident/patient in standing.	Science	Applies/uses/laboratory instruments-techniques
24. Assist with or shave resident/patient.	Science	Applies/uses/laboratory instruments-techniques
25. Assist resident/patient with hair care.	Science	Applies/uses/laboratory instruments-techniques
26. Identify and apply care for resident/patient's fingernails and toenails.	Science	Applies/uses/laboratory instruments-techniques
27. Perform a resident/patient back-rub.	Science	Applies/uses/laboratory instruments-techniques
28. Bathe resident/patient or assist with bathing.	Science	Applies/uses/laboratory instruments-techniques
29. Perform perineal care.	Science	Applies/uses/laboratory techniques
30. Perform or assist with oral hygiene including	Science	Applies/uses/laboratory techniques
31. Transfer resident/patient using assistance.	Science	Applies/uses/laboratory techniques
32. Transport resident/patient by proper equipment.	Science	Applies/uses/laboratory techniques
33. Position resident/patient in correct body alignment.	Science	Applies/uses/laboratory techniques
34. Use techniques which help prevent decubitus ulcers.	Science	Applies/uses/laboratory techniques
35. Assist resident/patient with nutritional needs.	Science	Applies/uses/laboratory techniques
36. Assist resident/patient with elimination needs.	Science	Applies/uses/laboratory techniques
37. Report/record intake/output.	Math	Measures/direct (179)
38. Assist with local applications of warmth	Science	Applies/uses/laboratory techniques

and cold.

39. Apply anti-embolism elastic stockings	Science	Applies/uses/laboratory techniques
40. Direct active range of motion exercises.	Science	Applies/uses/laboratory techniques
41. Observe and maintain closed urinary drainage system.	Science	Applies/uses/laboratory techniques
42. Collect urine and feces specimens as instructed.	Science	Applies/uses/laboratory techniques
43. Prepare and give enema.	Science	Applies/uses/laboratory techniques
44. Measure and record temperature, pulse, respiration and blood pressure.	Math	Measures/direct
45. Measure and record weight.	Math	Measures/direct/weight (185)
46. Identify basic human emotional needs.	Science	Describes/human/emotional needs
47. Provide for resident/patient's privacy.		
48. Encourage to resident/patients to be as independent as possible.		
49. Practice reality orientation with confused and/or forgetful residents/patients.	Science	Applies/uses/laboratory techniques
50. Identify changes in normal growth and development and apply in care situations.	Science	Describes/explains/human development
51. Identify ways to ease the impact of losses.	Language Arts	Identifies/information oral-written
52. Identify spiritual needs of resident/patient.	Language Arts	Identifies/information-oral
53. Identify five steps of approaching death or reactions to approaching death.	Language Arts	Identifies/information-written
54. Identify the physical signs of approaching death.	Science	Identifies/cycles/biological
55. Demonstrate physical measures for the dying resident/patient.		
56. Explain procedures for post-mortem care.	Language Arts	Comprehends/information-written/rationale
57. Complete certification in Basic Cardiac Life Support Module C.	Language Arts	Use/text resources
58. Use correct medical terminology and abbreviations.	Language Arts Science	Applies/uses/definitions Identifies/definitions
59. Record and report pertinent observations related to patient treatment, procedures and	Language Art	Collects/organizes/information oral-written/observations

conditions.

60. Record procedures accurately. oral-written/notes, observations	Language Art	Collects/organizes/information
61. Apply sensory aid devices. instruments-techniques	Scienc	Applies/uses/laboratory
62. Assist resident in walker use. instruments-techniques	Scienc	Applies/uses/laboratory
63. Assist resident in walking. instruments-techniques	Scienc	Applies/uses/laboratory
64. Apply appropriate skin care to resident.	Science	Describes/human/skin (307)
65. Demonstrate care for incontinent resident. written rationale	Language Art	Comprehends/information oral-written
66. Perform passive range of motion exercises.	Scienc	Describes/human/muscular system
67. Test urine for glucose and ketones.	Science	Analyzes/experiment/data/conclusions
68. Identify ways of meeting emotional needs of the resident.	Language Arts	Identifies/information oral-written/main idea
69. Greet residents by name or by title.	Language Art	Adapts/diction/strategy/style/purpose
70. Explain losses which may accompany aging.	Science	Describes/human aging

LEADERSHIP

1. Follows directions.	Language Art	Comprehends/information oral-written
2. Participates in a discussion.	Language Art	Adapts/diction/audience/purpose/situation
3. Utilizes time effectively.		
4. Prioritizes series of tasks.	Language Art	Composes/edits/draft oral-written/sequence
5. Defines goals.	Language Art	Describes/purpose/strategy
6. Works effectively with others.		
7. Listens effectively.	Language Art	Adapts/strategy/listening
8. Facilitates group interaction.		

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| 9. Recognizes conflict situations. | Language Art | Adapts/diction/structure/situation |
| 10. Adapts to environment/situation. | | |
| 11. Speaks efficiently in front of others. | Language Art | Presents/informal speech/discussion |

JOB GETTING, JOB KEEPING

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| 1. Identifies requirements for a job. | Language Art | Identifies/information oral-written/main idea |
| 2. Completes required forms. | Language Art | Composes/edits/forms |
| 3. Write application letter. | Language Arts | Composes/letters/business |
| 4. Evaluate job offer. | Language Art | Evaluates/information-written/adequacy-sufficiency |
| 5. Interacts with others in a courteous and | Language Art | Adapts/diction/audience-situation-purpose |
| 6. Cooperates with others. | | |
| 7. Accepts individual differences. | | |
| 8. Respects the property of others. | | |
| 9. Organizes thoughts and clearly expresses point of view. | Language Art | Adapts/strategy/speaking |
| 10. Organizes thoughts and writes clearly. | Language Art | Adapts/strategy/writing |
| 11. Exhibits dependability. | | |
| 12. Demonstrates punctuality. | | |
| 13. Asks for help when needed. | | |
| 14. Accepts new challenges. | | |
| 15. Accepts supervision willingly. | | |
| 16. Adapts to change/demonstrates flexibility. | | |
| 17. Follows policies and procedures.
written/rationale | Language Arts | Comprehends/information-written/rationale |
| 18. Produces quality of work. | | |
| 19. Works within guidelines.
written/rationale | Language Art | Comprehends/information-written/rationale |

20. Takes responsibility for mistakes and/or good work.

21. Complies with safety and health rules.	Language Art	Comprehends/information-written/rationale
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22. Utilizes equipment correctly.	Language Art	Comprehends/information-written/rationale
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23. Maintains clean and orderly work area.

24. Demonstrates personal hygiene and cleanliness.

25. Explain the purpose of performance evaluations.	Language Arts	Explains/purpose
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26. Manage time effectively.

27. Takes responsibilities for mistakes and/or good work.

ENTREPRENEURSHIP

1. Explain types of health care business organizations.	Language Arts	Identifies/information-written/main idea
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2. Recognize relevant, ethical issues in health care industry.	Language Art	Comprehends/information written-oral/rationale
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